Accessing Files from VirtualApps

Information & Digital Services
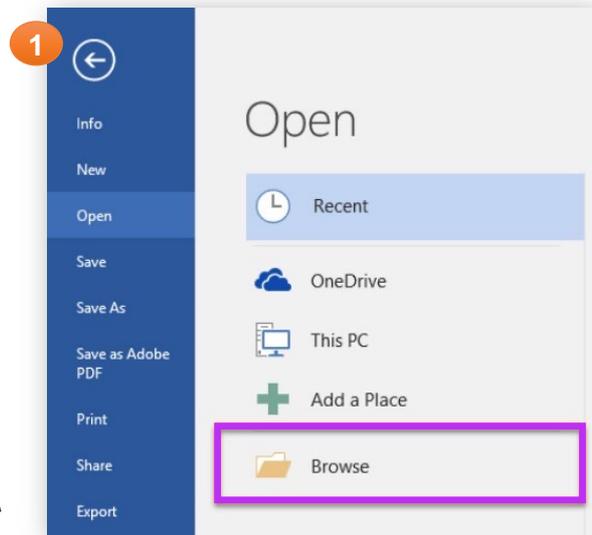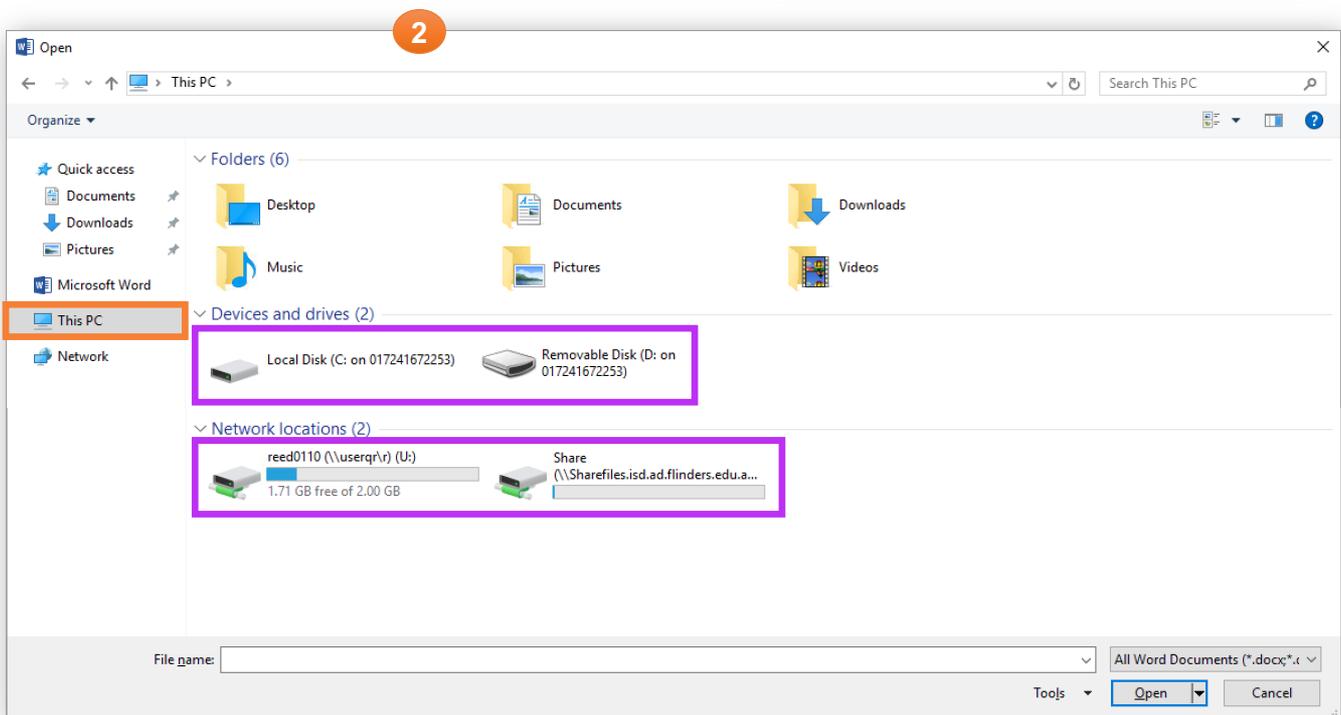
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This guide will assist you in accessing your files while using a virtualised application from VirtualApps. The same procedure applies to both opening and saving files.

Procedure

1. From the virtualised application, open or save the file as you normally would

2. Select This PC from the left navigation menu. Select either your personal network drive (U:\) or if you have access, the shared network drives (S:\ and R:\)

You can also access files on the computer or device you are using to connect to VirtualApps. These will show under 'Devices and drives' as Local Disk C:\ (your computer's local disk), Removable Disk D:\ (USB drives) and Local Disk H:\ (your user home directory on a Mac)